

Minutes of the Personnel Committee

Tuesday, September 6, 2005

Chair Paulson called the meeting to order at 1:00 p.m.

Present: Supervisors Duane Paulson (Chair), Bob Thelen, Tom Bullermann, Bonnie Morris, Jeff Morris, Rob Hutton, and Genia Bruce.

Also Present: Legislative Policy Advisor Mark Mader, Budget Manager Keith Swartz, Risk Management Administrator Laura Stauffer, Principal Human Resources Analyst Terri Sgarlata-Lutz, and Labor Relations Manager Jim Richter. Recorded by Mary Pedersen, Legislative Associate, County Board Office.

Approve Minutes of 8-16-05

MOTION: B. Morris moved, second by Bullermann to approve the minute of August 16th. Motion carried 7-0.

Schedule Next Meeting Dates

October 4th (a.m. and p.m.), October 11th (p.m. only), and October 18th (p.m. only).

Chair's Executive Committee Report of 8-23-05

Paulson said the Executive Committee met briefly on August 23rd to approve an appointment to the Health & Human Services Board.

Announcements

Paulson said at 9:00 a.m. tomorrow, County Board Chair Jim Dwyer will announce the acting County Executive. It will go to the Executive Committee for approval on September 12th and to the full County Board on September 27th.

Annual Update on Grant / Sunset Positions

Swartz reviewed his annual tracking report of positions created by resolution or ordinance that include sunset clause language which links federal, state, municipal, contract, or user fee funding to positions authorized. The report included information on ordinance description, date adopted, position created, type of funding, and date terminated (if applicable). There are a total of 47 full-time, 11 part-time, and 6 extra help nutrition site managers that have a sunset clause associated with them. Swartz discussed the changes, which from year-to-year tend to be minimal.

Discuss Vehicle Use Policy for Employees and Elected Officials

Richter and Stauffer were present to discuss this issue as outlined in "County-wide Safety Policies, Procedures, and Programs." B. Morris asked if this was a new policy. Stauffer said no. They consolidated a variety of stuff that was out there in various forms and these will be put on the County's Intranet website under the Risk Management section. This policy does not pertain to the Sheriff's Department as they have their own policy on vehicle use. J. Morris asked which departments have County owned take-home vehicles and how many? Richter said the Medical Examiner (4), Highway Operations (5), and the Sheriff's Department.

Ordinance 160-O-049: Employee Retention / Severance Salary and Benefits for 2006

Richter and Sgarlata-Lutz were present to discuss this issue as outlined. Richter said this is the third year this ordinance has been brought forward and it mirrors the ordinance that was adopted last year. There will be several positions abolished or unfunded in the County's 2006 budget. This ordinance will be used to assist employees in a transition process by providing a retention / severance program.

MOTION: Bruce moved, second by B. Morris to approve ordinance 160-O-049. Motion carried 7-0.

Ordinance: Ratification of 2005 - 2006 – 2007 Waukesha County Professional Correctional Officer and Telecommunication Association Collective Bargaining Agreement

Richter and Sgarlata-Lutz were present to discuss this ordinance (number 160-O-051) as outlined. Richter advised of a typographical error on page 2, Section D. The year 2000 should read 2006.

MOTION: J. Morris moved, second by Bullermann to approve ordinance 160-O-051 as corrected. Motion carried 7-0.

Ordinance: Ratification of 2005 - 2006 – 2007 Teamsters (Highway) Collective Bargaining Agreement

The committee did not take up this ordinance.

Closed Session

MOTION: Bruce moved, second by B. Morris go into closed session at 1:40 p.m. in accordance with Section 19.85 (1)(e) Wis. Stats. for the purpose of discussing collective bargaining issues, and to approve the closed session minutes of previous meeting(s). Motion carried 7-0.

MOTION: Hutton moved, second by J. Morris to return to open session at 2:15 p.m. Motion carried 7-0.

MOTION: Thelen moved, second by B. Morris to adjourn at 2:15 p.m. Motion carried 7-0.

Respectfully submitted,

Bonnie J. Morris
Secretary